**Job Title:** **Care Assistant – Night Duty**

# **Responsible to:** **Nurse-in-charge / Registered Manager**

# **Mission Statement**

*To provide scope for independence in a mutually-supportive environment and to deliver quality care by appreciating and responding to changing needs of our clients.*

## **Purpose of Position / Job Summary**

To provide wakeful night duty cover in the home between the hours of 22.00 and 8.00.

To carry out all forms of relevant care and management of the home under the supervision of the trained nurse, in order to provide residents with high quality care and maintain the standards of the home.

To assist with domestic duties which can be performed during night hours.

## **Main Duties and Responsibilities**

Contribute to your best ability to the efficient running of the home, assisting in creating a happy and harmonious home through team work and mutual respect.

To assist the nurse in charge in carrying out regular checks on residents in order to provide an individual service which meets the needs of the clients.

Ensure that ALL FIREDOORS are shut by 22.00 and check that all outside doors are secure. Carry out regular checks on the building with special reference to FIRE PREVENTION.

Answer call bells promptly and assist residents who need help, reassurance and comfort.

Recognise situations which may be detrimental to the health and well-being of any individual and take appropriate action.

Assist in maintaining the healthcare plans for the residents, promptly informing the nurse of any changes in residents’ needs or condition.

In the time available between attending to residents’ needs, undertake domestic duties: primarily careful washing / ironing and simple repair of linen and residents’ personal clothing.

Participate in staff meetings and training and development.

This Job Description highlights the main duties and responsibilities of the post and is not exhaustive. It should be understood that there may be occasions where you will be required to undertake other tasks not listed as part of your role.

In order to maintain standards and to meet our Mission Statement effectively, Castle Grove Nursing Home reserves the right to amend this Job Description from time to time. As an employee you are encouraged to participate in this process in order to help improve the effectiveness of your role. Any changes to this Job Description will be confirmed in writing.

Please sign, date and print your name below to indicate your acceptance of this Job Description.

Signature ………………………. Name …………………………….. Date …………